

Vallabh Vidyanagar, Gujarat

(Reaccredited with 'A' Grade by NAAC (CGPA 3.11) Syllabus with effect from the Academic Year 2023-2024

Course Code	US1MACSC01	Title of the Course	Computer Fundamentals - I
Total Credits of the Course	4	Hours per Week	4

Objectives:	 To provide basic understanding of computer organization and problem solving using algorithms and flowcharts. To impart knowledge on fundamental concepts of number systems. To provide knowledge on office automation tools.
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Course Content			
Unit	Description	Weightage*	
1.	Basics of Computer Organization - Meaning of the terms: hardware and software - Block diagram of a simple computer - Processor – function and major components - Memory – function and types - I/O devices – functions and examples - Applications of computer technology	25	
2.	Problem Solving Through Logic Development - Introduction to flowcharts - Introduction to algorithms - Examples of problem solving through flowcharts and algorithms	25	
3.	 Number Systems Introduction to the number systems: binary, octal, decimal and hexadecimal Representation of numbers in different number systems Conversions: Binary, Decimal, Octal and Hexadecimal 	25	
4.	Office Automation Tools- Word Processors - Introduction to word processing - Uses of word processors - Creation, editing, and formatting of documents - Global search & replacement of text - Page layout and printing of a document - Spelling checker, Tables, Templates, Advanced features	25	





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Teaching-	
Learning	
Methodology	

Multiple teaching approaches: lecture and discussion, exploration and inquiry, cooperative group work, demonstrations, and presentations.

Evaluation Pattern			
Sr. No.	Details of the Evaluation	Weightage	
1.	Internal Written / Practical Examination (As per CCSC R.6.8.3)	15%	
2.	Internal Continuous Assessment in the form of Practical, Viva-voce, Quizzes, Seminars, Assignments, Attendance (As per CCSC R.6.8.3)	15%	
3.	University Examination	70%	

Course Outcomes: Having completed this course, the learner will be able to			
1.	understand computer organization and problem solving using algorithms and flowcharts.		
2.	impart knowledge on fundamental concepts of number systems.		
2.	provide knowledge on office automation tools.		

Suggested References:		
Sr. No.	References	
1.	Rajaraman V, Computer Fundamentals, Prentice-Hall of India Pvt. Ltd.(4 th Edition), 2003.	
2.	P.K. Sinha, Priti Sinha, Computer Fundamentals, 6 th Edition, 2003.	
3.	Tanenbaum A.S., Structured Computer Organization, Prentice-Hall of India Pvt. Ltd, 5th edition, 2005.	
4.	R.G.Dromey, "How to Solve it by Computer", Pearson Education India, 2008.	
5.	R.K. Taxali, PC Software for Windows 98 Made Simple, Mc Graw Hill Pub. 2017.	
6.	Thomas H. Cormen, Charles E. Leiserson, Ronald L. Rivest, Clifford Stein, "Introduction to Algorithms" 3 rd Edition, The MIT Press Cambridge, Massachusetts London, England, 2009.	
7.	Steven S. Skiena, "The Algorithm Design Module", 2 nd Edition, Springer-Verlag London Limited, 2008.	
8.	Donald E. Knuth, The Art of Computer Programming, Volume 1:Fundamental Algorithms, 3 rd Edition, Addison Wesley Longman, 1997.	





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B.Sc. (Computer Science) B.Sc. (CS) (Semester–I)

Course Code	US1MACSC02	Title of the Course	Practical Based on US1MACSC01
Total Credits of the Course	4	Hours per Week	8

Course Objectives:	 To provide basic understanding of computer organization and problem solving using algorithms and flowcharts. To impart knowledge on fundamental concepts of number systems. To provide knowledge on office automation tools.
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Course Content		
	Description	Weightage*
	Part-1: Practical based on US1MACSC01 (Unit-1 and Unit-2)	50%
	Part-2: Practical based on US1MACSC01 (Unit-3 and Unit-4)	50%

Teaching- Learning Methodology

Evalu	Evaluation Pattern		
Sr. No.	Details of the Evaluation	Weightage	
1.	Internal Written / Practical Examination (As per CCSC R.6.8.3)	-	
2.	Internal Continuous Assessment in the form of Practical, Viva-voce, Quizzes, Seminars, Assignments, Attendance (As per CCSC R.6.8.3)	-	
3.	University Examination	100%	

Cou	arse Outcomes: Having completed this course, the learner will be able to
1.	design algorithms and flowcharts.
2.	able to use number systems and office automation tools.





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Course Code	US1MICSC01	Title of the Course	Computer Organization and Problem Solving
Total Credits of the Course	2	Hours per Week	2

	 To provide basic understanding of computer organization. To understand the concepts of algorithms and flowcharts.
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Cours	se Content	
Unit	Description	Weightage* (%)
1.	Basics of Computer Organization - Meaning of the terms: hardware and software - Block diagram of a simple computer - Processor – function and major components - Memory – function and types - I/O devices – functions and examples - Applications of computer technology	50
2.	Problem Solving Through Logic Development - Introduction to flowcharts - Introduction to algorithms - Examples of problem solving through flowcharts and algorithms	50

Teaching-	Material for this course will be presented using multiple teaching
Learning	approaches: lecture and discussion, exploration and inquiry, cooperative
Methodology	group work, demonstrations, and presentations

Eval	Evaluation Pattern		
Sr. No.	Details of the Evaluation	Weightage	
1.	Internal Written / Practical Examination (As per CCSC R.6.8.3)	15%	
2.	Internal Continuous Assessment in the form of Practical, Viva-voce, Quizzes, Seminars, Assignments, Attendance (As per CCSC R.6.8.3)	15%	
3.	University Examination	70%	





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Cou	arse Outcomes: Having completed this course, the learner will be able to
1.	understand basics of computer organization.
2.	understand the concepts of algorithms and flowcharts.

Sugge	sted References:
Sr. No.	References
1.	Rajaraman V, Computer Fundamentals, Prentice-Hall of India Pvt. Ltd.(4 th Edition), 2003.
2.	Tanenbaum A.S., Structured Computer Organization, Prentice-Hall of India Pvt. Ltd, 5th edition, 2005.
3.	P.K. Sinha, Priti Sinha, Computer Fundamentals, 6 th Edition, 2003.
4.	R.G.Dromey, "How to Solve it by Computer", Pearson Education India, 2008.
5.	Thomas H. Cormen, Charles E. Leiserson, Ronald L. Rivest, Clifford Stein, "Introduction to Algorithms" 3 rd Edition, The MIT Press Cambridge, Massachusetts London, England, 2009.
6.	Steven S. Skiena, "The Algorithm Design Module", 2 nd Edition, Springer-Verlag London Limited, 2008.
7.	Donald E. Knuth, The Art of Computer Programming, Volume 1:Fundamental Algorithms, 3 rd Edition, Addison Wesley Longman, 1997.





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B B.Sc. (Computer Science) B.Sc. (CS) (Semester–I)

Course Code	US1MICSC02	Title of the Course	Practical Based on US1MICSC01
Total Credits of the Course	2	Hours per Week	4

	1. To impart knowledge on basic understanding of computer organization.
Objectives:	2. To impart fundamentals of using algorithms and flowcharts.

Course	e Content	
	Description	Weightage*
	Practical based on US1MICSC03	100%

Teaching- Learning Methodology

Evalu	Evaluation Pattern	
Sr. No.	Details of the Evaluation	Weightage
1.	Internal Written / Practical Examination (As per CCSC R.6.8.3)	-
2.	Internal Continuous Assessment in the form of Practical, Viva-voce, Quizzes, Seminars, Assignments, Attendance (As per CCSC R.6.8.3)	-
3.	University Examination	100%

Cou	Course Outcomes: Having completed this course, the learner will be able to	
1.	1. design algorithms and flowcharts.	
2.	2. impart knowledge on basic understanding of computer organization.	





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Course Code	US1IDCSC01	Title of the Course	Basics of Computers-I
Total Credits of the Course	2	Hours per Week	2

Course Objectives: 1. To provide basic understanding of computer organization. 2. To understand the concepts of algorithms and flowcharts.

Cours	Course Content	
Unit	Description	Weightage* (%)
1.	Basics of Computer Organization - Meaning of the terms: hardware and software - Block diagram of a simple computer - Processor – function and major components - Memory – function and types - I/O devices – functions and examples - Applications of computer technology	50
2.	Problem Solving Through Logic Development - Introduction to flowcharts - Introduction to algorithms - Examples of problem solving through flowcharts and algorithms	50

Teaching-	Material for this course will be presented using multiple teaching
Learning Methodology	approaches: lecture and discussion, exploration and inquiry, cooperative group work, demonstrations, and presentations
Methodology	group work, demonstrations, and presentations

Evalı	Evaluation Pattern	
Sr. No.	Details of the Evaluation	Weightage
1.	Internal Written / Practical Examination (As per CCSC R.6.8.3)	15%
2.	Internal Continuous Assessment in the form of Practical, Viva-voce, Quizzes, Seminars, Assignments, Attendance (As per CCSC R.6.8.3)	15%
3.	University Examination	70%





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Course Outcomes: Having completed this course, the learner will be able to

1. understand basics of computer organization.

2. understand the concepts of algorithms and flowcharts.

Sugges	Suggested References:	
Sr. No.	References	
1.	Rajaraman V, Computer Fundamentals, Prentice-Hall of India Pvt. Ltd.(4 th Edition), 2003.	
2.	Tanenbaum A.S., Structured Computer Organization, Prentice-Hall of India Pvt. Ltd, 5th edition, 2005.	
3.	P.K. Sinha, Priti Sinha, Computer Fundamentals, 6 th Edition, 2003.	
4.	R.G.Dromey, "How to Solve it by Computer", Pearson Education India, 2008.	
5.	Thomas H. Cormen, Charles E. Leiserson, Ronald L. Rivest, Clifford Stein, "Introduction to Algorithms" 3 rd Edition, The MIT Press Cambridge, Massachusetts London, England, 2009.	
6.	Steven S. Skiena, "The Algorithm Design Module", 2 nd Edition, Springer-Verlag London Limited, 2008.	
7.	Donald E. Knuth, The Art of Computer Programming, Volume 1:Fundamental Algorithms, 3 rd Edition, Addison Wesley Longman, 1997.	





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B.Sc. (Computer Science) B.Sc. (CS) (Semester–I)

Course Code	US1IDCSC02	Title of the Course	Practical Based on US1IDCSC01
Total Credits of the Course	2	Hours per Week	4

	 To impart knowledge on basic understanding of computer organization. To impart fundamentals of using algorithms and flowcharts.
Objectives:	2. To impart fundamentals of using algorithms and nowcharts.

Course	Course Content	
	Description	Weightage*
	Practical based on US1IDCSC05	100%

Teaching- Learning Methodology	Hands on training through required ICT tools.
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Evalu	Evaluation Pattern		
Sr. No.	Details of the Evaluation	Weightage	
1.	Internal Written / Practical Examination (As per CCSC R.6.8.3)	-	
2.	Internal Continuous Assessment in the form of Practical, Viva-voce, Quizzes, Seminars, Assignments, Attendance (As per CCSC R.6.8.3)	-	
3.	University Examination	100%	

Course Outcomes: Having completed this course, the learner will be able to

1. design algorithms and flowcharts.

2. impart knowledge on basic understanding of computer organization.





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Course Code	US1SECSC01	Title of the	Information Technology Fundamentals-I	
	USISECSCUI	Course	(ITF-I)	
Total Credits	2	Hours per	2	
of the Course	2	Week	2	

Course	1. To understand the basic fundamentals of E-Commerce.
Objectives:	2. To study the social impacts of an Information Technology

Cour	Course Content		
Unit	Description	Weightage*	
1.	E-Commerce - Introduction to E-Commerce - Advantages and disadvantages of E-Commerce - Classification by nature of transaction: B2B, B2C, C2C etc. - Digital Signature, Payment Schemes - Electronics Data Exchange	50	
2.	Social Impacts of IT - Introduction - Social uses of World Wide Web (WWW) - Privacy, security and Integrity of Information - Disaster Recovery - Intellectual Property Rights - Careers in IT	50	

Teaching-Learning	Multiple teaching approaches: lecture and discussion, exploration
Methodology	and inquiry, cooperative group work, demonstrations, and
	presentations

Evalu	Evaluation Pattern		
Sr. No.	Details of the Evaluation	Weightage	
1.	Internal Written / Practical Examination (As per CBCS R.6.8.3)	-	
2.	Internal Continuous Assessment in the form of Practical, Viva-voce, Quizzes, Seminars, Assignments, Attendance (As per CBCS R.6.8.3)	-	
3.	University Examination	100%	





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Cou	Course Outcomes: Having completed this course, the learner will be able to		
1.	1. Gain understanding of the basic fundamentals of E-Commerce.		
2.	Understand the social impacts of an Information Technology.		

Sugge	Suggested References:		
Sr. No.	References		
1.	Rajaraman V.: Introduction to Information Technology, Third Edition, Prentice-Hall Learning Private Limited, 2018.		
2.	Elias. M. Awad, " Electronic Commerce", Prentice-Hall of India Pvt Ltd.		





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Course Code	US2MACSC01	Title of the Course	Computer Fundamentals - II
Total Credits of the Course	4	Hours per Week	4

Course Objectives:	 To provide basic understanding of information and parallel instruction execution. To impart knowledge on Problem Solving Through Logic Development, Gates and Boolean Algebra. To provide knowledge on spreadsheets and presentation tools.
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Cours	Course Content			
Unit	Description	Weightage*		
1.	Representation of Information and Parallel Instruction Execution Representation of integers Character codes (ASCII, Unicode) Error detection and correction codes, Hamming code Array processors, Multiprocessors, Multifunctional units, Pipelining	25		
2.	 Problem Solving Through Logic Development, Gates and Boolean Algebra Examples of advanced problem solving through logic development Gates, Boolean Algebra Truth Tables Logic circuits for given Boolean expressions De Morgan's Theorems 	25		
3.	Office Automation Tools – Spreadsheets - Introduction to spreadsheets with features and applications - Working with workbook, worksheets and cells - Creating, opening and sharing workbook - Adding, removing, copying and renaming worksheets - Modifying columns, rows and cells, formatting cells - Working with formulas and functions, sorting and filtering the data - Making charts (Bar chart, pie charts)	25		





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4.	Presentation Tools	
	 Introduction to PowerPoint with features and applications 	
	 Creating a presentation: working with slides 	
	 Applying Themes and Slide Transitions 	25
	 Inserting and formatting: picture, clip arts, shapes, lists, slides 	
	 Animating Text and Objects 	
	 Working with tables, charts and PowerPoint presentation view 	

Teaching- Learning Methodology	Multiple teaching approaches: lecture and discussion, exploration and inquiry, cooperative group work, demonstrations, and presentations.
Evaluation Pattern	1

Evaluatio	Evaluation Pattern		
Sr. No.	r. No. Details of the Evaluation Weightage		
1.	Internal Written / Practical Examination (As per CCSC R.6.8.3) 15%		
2. Internal Continuous Assessment in the form of Practical, Vivavoce, Quizzes, Seminars, Assignments, Attendance (As per CCSC R.6.8.3)		15%	
3.	University Examination	70%	

Cou	Course Outcomes: Having completed this course, the learner will be able to		
1.	1. understanding the fundamentals of information and parallel instruction execution.		
2.	impart knowledge on Problem Solving Through Logic Development, Gates and Boolean Algebra.		
3.	3. provide knowledge on spreadsheets and presentation tools.		

Sugges	Suggested References:		
Sr. No.	References		
1.	Rajaraman V, Computer Fundamentals, Prentice-Hall of India Pvt. Ltd.(4 th Edition), 2003.		
2.	P.K. Sinha, Priti Sinha, Computer Fundamentals, 6 th Edition, 2003.		
3.	Malvino A. P.: Digital Computer Electronics, 2 nd Edition, Tata McGraw, Hill Pub. Co. Ltd.,New Delhi, 1990.		





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4.	Gothmann, William H.: Digital Electronics - An Introduction to Theory and Practice, 2nd Edition, PHI, 1982.	
5.	Taxali R K : PC Software made simple for Windows, Tata McGraw-Hill Publishing Co. Ltd., 2000.	
6.	Manuals of PC software.	





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Course Code	US2MACSC02	Title of the Course	Practical Based on US2MACSC01
Total Credits of the Course	4	Hours per Week	8

Course Objectives:	 To provide basic understanding of information and parallel instruction execution. To impart knowledge on Problem Solving Through Logic Development, Gates and Boolean Algebra. To provide knowledge on spreadsheets and presentation tools.
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Cour	Course Content		
	Description	Weightage*	
	Part-1: Practical based on US2MACSC01 (Unit-1 and Unit-2)	50%	
	Part-2: Practical based on US2MACSC01 (Unit-3 and Unit-4)	50%	

Teaching- Learning Methodology	Hands on training through required ICT tools.
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Evalu	Evaluation Pattern		
Sr. No.	Details of the Evaluation	Weightage	
1.	Internal Written / Practical Examination (As per CCSC R.6.8.3)	-	
2.	Internal Continuous Assessment in the form of Practical, Viva-voce, Quizzes, Seminars, Assignments, Attendance (As per CCSC R.6.8.3)	-	
3.	University Examination	100%	

Cou	Course Outcomes: Having completed this course, the learner will be able to		
1.	understanding the fundamentals of information and parallel instruction execution.		
2.	2. impart knowledge on Problem Solving Through Logic Development, Gates and Boolean Algebra.		





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3. provide knowledge on spreadsheets and presentation tools.





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Course Code	US2MICSC03	Title of the Course	Computer Basics and Logic Gates
Total Credits of the Course	2	Hours per Week	2

Objectives:	 To provide basic understanding of information and parallel instruction execution. To impart knowledge on Problem Solving Through Logic Development, Gates and Boolean Algebra.
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Cours	se Content	
Unit	Description	Weightage*
1.	Representation of Information and Parallel Instruction Execution - Representation of integers - Character codes (ASCII, Unicode) - Error detection and correction codes, Hamming code - Array processors, Multiprocessors, Multifunctional units, Pipelining	50
2.	Problem Solving Through Logic Development, Gates and Boolean Algebra - Examples of advanced problem solving through logic development - Gates, Boolean Algebra - Truth Tables - Logic circuits for given Boolean expressions - De Morgan's Theorems	50

Teaching-	Material for this course will be presented using multiple teaching		
Learning	approaches: lecture and discussion, exploration and inquiry, cooperative		
Methodology	group work, demonstrations, and presentations		

Evalu	Evaluation Pattern		
Sr. No.			
1.	Internal Written / Practical Examination (As per CCSC R.6.8.3)	15%	





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	Internal Continuous Assessment in the form of Practical, Viva-voce, Quizzes, Seminars, Assignments, Attendance (As per CCSC R.6.8.3)	15%
3.	University Examination	70%

Cou	Course Outcomes: Having completed this course, the learner will be able to		
1. understanding the fundamentals of information and parallel instruction execu			
2.	impart knowledge on Problem Solving Through Logic Development, Gates and Boolean Algebra.		

Suggested References:		
1.	Rajaraman V, Computer Fundamentals, Prentice-Hall of India Pvt. Ltd.(4 th Edition), 2003.	
2.	Tanenbaum A.S., Structured Computer Organization, Prentice-Hall of India Pvt. Ltd, 5th edition, 2005.	
3.	P.K. Sinha, Priti Sinha, Computer Fundamentals, 6 th Edition, 2003.	
4.	Malvino A. P.: Digital Computer Electronics, 2 nd Edition, Tata McGraw, Hill Pub. Co. Ltd.,New Delhi, 1990.	
5.	Gothmann, William H.: Digital Electronics - An Introduction to Theory and Practice, 2nd Edition, PHI, 1982.	
6.	Thomas H. Cormen, Charles E. Leiserson, Ronald L. Rivest, Clifford Stein, "Introduction to Algorithms" 3 rd Edition, The MIT Press Cambridge, Massachusetts London, England, 2009.	
7.	Steven S. Skiena, "The Algorithm Design Module", 2 nd Edition, Springer-Verlag London Limited, 2008.	
8.	Donald E. Knuth, The Art of Computer Programming, Volume 1:Fundamental Algorithms, 3 rd Edition, Addison Wesley Longman, 1997.	





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Course Code	US2MICSC04	Title of the Course	Practical Based on US2MICSC03
Total Credits of the Course	2	Hours per Week	4

Course Objectives:

C	Course Content		
		Description	Weightage*
		Practical based on US2MICSC03	100%

Teaching- Learning Methodology	Hands on training through required ICT tools.
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Evalu	Evaluation Pattern		
Sr. No.	Details of the Evaluation	Weightage	
1.	Internal Written / Practical Examination (As per CCSC R.6.8.3)	-	
2.	Internal Continuous Assessment in the form of Practical, Viva-voce, Quizzes, Seminars, Assignments, Attendance (As per CCSC R.6.8.3)	-	
3.	University Examination	100%	





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Cou	arse Outcomes: Having completed this course, the learner will be able to
1.	understanding the fundamentals of information and parallel instruction execution.
2.	impart knowledge on Problem Solving Through Logic Development, Gates and Boolean Algebra.





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Course Code	US2IDCSC05	Title of the Course	Basics of Computers - II
Total Credits of the Course	2	Hours per Week	2

Objectives:	 To provide basic understanding of information and parallel instruction execution. To impart knowledge on Problem Solving Through Logic Development, Gates and Boolean Algebra.
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Cours	Course Content			
Unit	Description	Weightage*		
1.	Representation of Information and Parallel Instruction Execution Representation of integers Character codes (ASCII, Unicode) Error detection and correction codes, Hamming code Array processors, Multiprocessors, Multifunctional units, Pipelining	50		
2.	 Problem Solving Through Logic Development, Gates and Boolean Algebra Examples of advanced problem solving through logic development Gates, Boolean Algebra Truth Tables Logic circuits for given Boolean expressions De Morgan's Theorems 	50		

Teaching-	Material for this course will be presented using multiple teaching
Learning	approaches: lecture and discussion, exploration and inquiry, cooperative
Methodology	group work, demonstrations, and presentations

Evalu	nation Pattern	
Sr. No.	Details of the Evaluation	Weightage
1.	Internal Written / Practical Examination (As per CCSC R.6.8.3)	15%





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2.	Internal Continuous Assessment in the form of Practical, Viva-voce, Quizzes, Seminars, Assignments, Attendance (As per CCSC R.6.8.3)	15%
3.	University Examination	70%

(Cou	rse Outcomes: Having completed this course, the learner will be able to
	1.	understanding the fundamentals of information and parallel instruction execution.
	2.	impart knowledge on Problem Solving Through Logic Development, Gates and Boolean Algebra.

	 To provide knowledge on spreadsheets. To provide knowledge on presentation tools.
Objectives.	2. To provide knowledge on presentation tools.

Sugges	sted References:
1.	Rajaraman V, Computer Fundamentals, Prentice-Hall of India Pvt. Ltd.(4 th Edition), 2003.
2.	Tanenbaum A.S., Structured Computer Organization, Prentice-Hall of India Pvt. Ltd, 5th edition, 2005.
3.	P.K. Sinha, Priti Sinha, Computer Fundamentals, 6 th Edition, 2003.
4.	Malvino A. P.: Digital Computer Electronics, 2 nd Edition, Tata McGraw, Hill Pub. Co. Ltd., New Delhi, 1990.
5.	Gothmann, William H.: Digital Electronics - An Introduction to Theory and Practice, 2nd Edition, PHI, 1982.
6.	Thomas H. Cormen, Charles E. Leiserson, Ronald L. Rivest, Clifford Stein, "Introduction to Algorithms" 3 rd Edition, The MIT Press Cambridge, Massachusetts London, England, 2009.
7.	Steven S. Skiena, "The Algorithm Design Module", 2 nd Edition, Springer-Verlag London Limited, 2008.
8.	Donald E. Knuth, The Art of Computer Programming, Volume 1:Fundamental Algorithms, 3 rd Edition, Addison Wesley Longman, 1997.





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Course Code	US2IDCSC06	Title of the Course	Practical Based on US2IDCSC05
Total Credits of the Course	2	Hours per Week	4

Course Objectives:

Course Content		
	Description	Weightage*
	Practical based on US2IDCSC05	100%

Teaching- Learning Methodology	Hands on training through required ICT tools.
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Evalu	Evaluation Pattern		
Sr. No.	Details of the Evaluation	Weightage	
1.	Internal Written / Practical Examination (As per CCSC R.6.8.3)	-	
2.	Internal Continuous Assessment in the form of Practical, Viva-voce, Quizzes, Seminars, Assignments, Attendance (As per CCSC R.6.8.3)	-	
3.	University Examination	100%	





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Cou	Course Outcomes: Having completed this course, the learner will be able to		
1. understanding the fundamentals of information and parallel instruction execution			
2. impart knowledge on Problem Solving Through Logic Development, Gates and Boo Algebra.			





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Course Code	US2AECSC07	Title of the Course	Communication Skills in English-II
Total Credits of the Course	2	Hours per Week	2

Course Objectives:	 To understand and use notions and functions of language for communicative purpose. To prepare reports of various events. To draft e-mails efficiently. To prepare effective job application and resume and face interviews confidently. To make healthy discussion by actively participating in debates or group discussions. To prepare and make power point presentation on various occasions.
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Cours	Course Content		
Unit	Description	Weightage* (%)	
1.	 Oral Communication Skills & Job Skills Effective presentation Skills; Putting the message across, Body Language, Proxamics and Kinesics, dealing with Nearves, Using Visual Aids Language of Meetings and participating in a seminar Telephone Techniques Writing Job Application and CV Interview Skills i.e., General Preparation for an Interview, Types of Questions generally asked in interviews, Types of interviews, Importance of non-verbal aspect. Self-development Skills: i.e., Assertiveness, Stress Management, Time Management Interpersonal Skills: Team Development Skills i.e., Team Talk Dynamics, Communication in Teams, Leadership Skills, Giving Feedback (Johari Window etc.) 	50	



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2. Writing Skills and Individual Project - Issues in Writing Business Letters i.e., Structure and Types of **Business** Letters, Letters of Inquiry, Complaint, Adjustment and Regret Report Writing Skills i.e., Types of Reports, Characteristics of a Good Report, Preparing and Organizing a Report and Individual reports (a report about the need to computerize the activities of your department) Students can be made to work individually on detailed projects based on the following topics. However, the list given below is not exhaustive and thus any topic related to the areas of Communication and Personality Development can be worked upon in the interest of the students: 50 Process of Communication Barriers of Communication

- Types of Communication
- Objectives of Communication
- Stress Management
- Time Management
- Leadership Quality
- Teamwork
- Body Language
- Presentation Skills
- Group Discussion Skills
- Personal Interview Skills
- Feedback Skills

Teaching-Learning Methodology

Blended learning approach incorporating both traditional classroom teaching as well as usage of ICT tools.

Evalu	Evaluation Pattern		
Sr. No.	Details of the Evaluation	Weightage	
1.	Internal Written / Practical Examination (As per CBCS R.6.8.3)	-	
2.	Internal Continuous Assessment in the form of Practical, Viva-voce, Quizzes, Seminars, Assignments, Attendance (As per CBCS R.6.8.3)	-	
3.	University Examination	100%	

	Test Method:	
	Division of Marks (External Exam)	
1 Individual Presentation and Project 10 Marks		10 Marks





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	Total:	50 Marks
5	Report Writing	10 Marks
4	Business Letters	10 Marks
3	Job Application and CV	10 Marks
2	Note Taking and Note Making	10 Marks

Note:

- The students will have to bring certified copy of his / her project manuscript to the centre of external examination for the perusal of examiners and respond to the queries and questions of examiners related to same. The topic for the project should be selected from the ones enlisted in syllabi of the First and Second Semesters.
- Individual Presentations will have to be done by the students orally on the topic of their project. The presentation should not exceed five minutes.
- On We Go (6 above) is to be used for Note-taking and Note-making exercises.

Cou	Course Outcomes: Having completed this course, the learner will be able to		
1.	Understand and use notions and functions of language for communicative purpose.		
2.	Prepare reports of various events.		
3.	Draft e-mails efficiently.		
4.	Prepare effective job application and resume and face interviews confidently.		
5.	5. Make healthy discussion by actively participating in debates or group discussions.		
6.	Prepare and make power point presentation on various occasions.		





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Sugges	Suggested References:		
Sr. No.	References		
1.	Rajendra Pal and J S Korlahalli, essentials of Business Communication, Sultan Chand and sons www.britishcouncil.com		
2.	Chrissie Wright, Communication Skills, Jaico Publication.		
3.	Sunita Mishra and C. Murali Krishna, Communication Skills for Engineers Pearson Education.		
4.	Meenakshi Raman and Sangita Sharma, Technical Communication; Principles and Practice, Oxford University Press.		
5.	On We Go, BBC's Audio-Visual Course.		





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B.Sc. (Information Technology) B.Sc. (IT) (Semester–II)

Course Code	US2VACSC08	Title of the Course	Environmental Studies
Total Credits of the Course Hours per Week 2		2	
Course Objectives:	2. To expose the they can appreserve our3. To encourage	ne students to the preciate the ir environment. The them to make	on environment conscious. the fundamental concepts of environment so that importance of individual efforts to protect and se judicious use of our resources so that it will ration but also the future generations in meeting

Course	Course Content		
Unit	Description	Weightage*	
1.	 Introduction to Environmental studies, Ecosystems and Natural Resources Definition, Scope and importance of Environmental Studies Multidisciplinary nature of environmental studies Component of Environment: Atmosphere, Hydrosphere, Lithosphere, Biosphere Biogeochemical cycles: Carbon cycle and Nitrogen cycle Concept of sustainability and sustainable development. Definition and Structure of ecosystem – Abiotic and Biotic components (Producers, Consumers and Decomposers) Functions of Ecosystem: Energy flow in an ecosystem, Food chains, Food webs with examples Classification -Renewable & Non-renewable Resources and types 	50	
2.	Biotic Interactions - Positive Interactions with suitable examples - A. Mutualism - B. Commensalism - C. Proto-cooperation - Negative Interactions with suitable examples - A. Exploitation - B. Competition - C. Antibiosis	50	





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Teaching-Learning Methodology		Blended learning approach incorporating both traditional teaching as well as usage of ICT tools.	classroom
Evaluation	Evaluation Pattern		
Sr. No.	Details of the Evaluation		Weightage
1.	Internal Written / Practical Examination (As per CBCS R.6.8.3)		-
2.	Internal Continuous Assessment in the form of Practical, Viva-voce, Quizzes, Seminars, Assignments, Attendance (As per CBCS R.6.8.3)		-
3.	University Examination		100%

•	Course Outcomes: Having completed this course, the learner will be able to	
	1.	understand the fundamental concepts of Environment so that they can appreciate the importance of individual efforts to protect and preserve our environment.
	2.	make judicious use of our resources that will not only help present generation but also the future generations in meeting their needs.

Suggested	Suggested References:		
Sr. No.	References		
1.	Ecology and Environment by P.D. Sharma.		
2.	Fundamentals of Ecology by E.P.Odum.		
3	Ecology by Mohan P. Arora.		
4.	Fundamentals of Ecology by M.C. Dash.		
5.	Environmental Science by S.C.Santra.		
6.	An Introduction to Environmental Engineering & Science by Gilbert N Master.		
7.	Encyclopaedia of Environmental Pollution and Control by R. K. Trivedi.		
8.	Ecology and Sustainable development by P.S. Ramkrishana.		
9.	Environmental Conservation; Fundamentals of Forestry Vol 5 by S.S. Negi, Bishen Singh, Mahendra Pal Singh.		





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B.Sc. (Information Technology) B.Sc. (IT) (Semester–II)

Course Code	US2SECSC09	Title of the Course	Information Technology Fundamentals – II (ITF-II)
Total Credits of the Course	2	Hours per Week	2

Course Objectives:	To impart basic knowledge on Internet, web browsers, search engines and social networks
3	2. To learn different types of communication technologies

Cours	Course Content		
Unit	Description	Weightage*	
1.	 Internet Usage for E-learning Introduction to Internet and Web Browsers Basics of search engines and their functionalities, Searching information, saving web pages, downloading files, etc. Open learning sites- Wikipedia, Wikispaces, Wikieducator, etc. Open Freewares – Introduction and examples Advanced Social Networking 	50	
2.	 Communication Technologies Different communication mechanisms E-mail: Writing e-mails to single and multiple users, attaching a file, Marking CC and BCC, Creating exclusive communication groups. LCD Projectors: Using LCD projectors for making an audiovisual presentation Tele/Video Conferencing Blogging and chatting Fax and Mobiles 	50	

Learning	Multiple teaching approaches: lecture and discussion, exploration and inquiry, cooperative group work, demonstrations, and presentations
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Evaluation Pattern		
Sr. No.	Details of the Evaluation	Weightage





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1.	Internal Written / Practical Examination (As per CBCS R.6.8.3)	-
	Internal Continuous Assessment in the form of Practical, Viva-voce, Quizzes, Seminars, Assignments, Attendance (As per CBCS R.6.8.3)	-
3.	University Examination	100%

Cou	Course Outcomes: Having completed this course, the learner will be able to	
1.	. Understand the basics of Information and communication technology	
2.	2. Explore the applications of ICT in infrastructure	

Suggested References:	
Sr. No.	References
1.	Online relevant references.
2.	Behrouz Forouzan, introduction to data communications and networking, Tata McGraw-Hill Publishing co. Ltd., New Delhi, 1998, 4 th edition.
3.	Tanenbaum A. S., Computer Networks, 3 rd Edition Prentice-Hall of India Pvt. Ltd., New Delhi, 1997.

